

Texas Department of Health
Breast and Cervical Cancer Control Program
Quarterly BCCCP Case Management Conference Call
December 9 & 11, 2003
Brief Notes

I. Introductions

- a. Contractors
- b. TDH staff

II. Review Agenda

- a. Evaluation Results of September Conference Calls
- b. Program and Case Management Updates
- c. Purchase Voucher Training
- d. Contractor Discussion

III. Evaluation Results of September Conference Calls – BCCCP staff reviewed the evaluation results of the case management conference calls held on September 23 and 25, 2003. Contractors had no comments.

IV. Program Update

- a. **MDE Validation Project** – Texas has agreed to participate in the project with CDC. Currently, the state office is holding discussions with CDC regarding timeframes, methodology, sample size, and impact to TDH/BCCCP staff and BCCCP contractors.
- b. **Liquid-Based Project and Cervical Cancer Screening Survey** – Results from the liquid based survey/study will be submitted to contractors by the end of January, 2004. The questions for the cervical cancer screening intervals survey have been drafted and are under review. The survey will be tested in January 2004 before it is sent to all contractors.
- c. **Contractors' Meeting** – The Contractors' Meeting is scheduled for May 25-26, 2004, in Austin, TX. BCCCP requires that two staff from each BCCCP contractor site attend the meeting. The BCCCP will reimburse travel for the BCCCP Coordinator, and the person responsible for data/billing. Contractors are welcome to bring other staff at their own expense or at the cost of travel for two. If new staff need orientation, contractors are asked to let Isa Covio or Clare Wolf know immediately so that an orientation session can be provided.
- d. **HTML Version of MOO; Implications** – The 2003-2004 Manual of Operations is now online in HTML. It is still available in .pdf, which is a better format for printing. BCCCP staff informed contractors that women who call the state office for referral to a site for services will now be given the contractor's phone number instead of the provider's. Frequent changes in providers and provider information have made it difficult to keep current information online. Therefore, effective December 17, 2003, referrals will be made to the contractor's referral number identified by the contractor. Emily Garcia, BCCCP Public Health Technician, is verifying all referral numbers with contractors.
- e. **Case Management Web Page** – A few minor changes to wording will be made to the introduction of the case management web page and then will be added to the BCCCP web site. Contractors will be informed via e-mail when they can view it.
- f. **Summary of BCCCP Advisory Committee Meeting** – Four (4) major points were covered during the meeting with the Advisory Committee on December 8, 2003:
 - CPT codes for approval to add to contracts mid-year FY04 and FY05;
 - Breast and Cervical Action Plan and strategies to implement the Plan's recommendations at the local level;
 - Comprehensive Cancer Coalition and BCCCP's role in the Coalition, and;
 - A presentation by Dr. Morton Leonard on breast cancer screening modalities.

- g. **FY 05 RFPs** – The State Office is working on the development of the FY05 Competitive Request for Proposal (RFP). In the past, the process had been consolidated with other grants, but due to the budget year for BCCCP beginning July 1, the RFP will be issued separately, around mid-January or early February. BCCCP staff informed contractors that case management will be funded using a fee-for-service model. Regional case management will not be funded as is; the program is considering providing funds on a competitive basis for technical assistance. This is still in preliminary stages.
- h. **Funding Reallocation and Assessment of Services** – BCCCP staff is currently holding conference calls with all contractors. The purpose of these calls is to review and verify contractors' performance, budget expenditures, confirm their mid-year request or returning of funds, and provide program updates.
- i. **Contractor-only web page** – The contractor only web page is in its very beginning stages and will be accessible only with a contractor-created password. Contractors were asked to provide suggestions on what to include in the web page to Clare Wolf or Isa Covio.

V. Purchase Voucher Training – Because of changes at TDH in submitting purchase vouchers, contractor staff were provided with a refresher orientation on completing these. Responses to questions asked during the call are addressed at the end of this document.

VI. Case Management Update

- a. **CCMF Statement of Understanding** – The statement of understanding will be revised and sent to all contractors.
- b. **Treatment Act** – 589 women have been certified for Medicaid under the Treatment Act as of December 8, 2003
- c. **Feedback from Contractors, re: Training at Contractors' Meeting** – Suggestions included: Proper use of the CCMF

VII. Contractor Discussion

- a. **Presentation of Case Scenario** –
 - 1. Dec. 9, Dr. Carolyn Harvey, UT Tyler, discussed a situation with a BCCCP client who was on Medicaid through the Treatment Act and then switched to Medicaid under TANF. Dr. Harvey informed the group that the transfer from one Medicaid program to another is possible, although it may not always be very clear to the client.;
 - 2. Dec. 11., Leela Devi, UT Austin School of Nursing, presented a case about a client who had private health insurance which did not cover breast cancer screening. She qualified and was screened through the BCCCP and found to have cancer. Her insurance has covered treatment, but the premium, deductible and co-pays have proven to be more than her salary allows her to afford.
- b. **Feedback from Contractors** –
 - 1. During Dr. Harvey's presentation on Dec. 9, contractors also discussed the Medicaid recertification process and gave details on what the client should expect.
 - 2. For Leela Devi's presentation on Dec. 11, contractors gave differing suggestions for next steps, such as asking the client to drop her insurance and certifying her for Medicaid, and contacting the Department of Insurance for assistance in dealing with the soaring costs she has incurred due to her insurance.

VIII. Wrap-up

- a. **Next Conference Calls** – March 23, 2004 (9-11 a.m.) and March 25, 2004 (2-4 p.m.)
- b. Other
- c. Follow-up and Agreements
BCCCP will:
 - Send Breast and Cervical Action Plan booklets to all BCCCP case managers.
 - Distribute the Spanish CCMF to all contractors once it has been reviewed and approved.

- Explore the possibility of translating the CCMF to Vietnamese
- Respond to questions from contractors (below).

Question: Does the PO number go in Column 20 of the purchase voucher?

Answer: It can go in Column 20 or in Box #12. The PO number can be found in the contract and will change with each contract issued.

Question: Is the PO number the same as the Requisition number?

Answer: Yes.

Question: Will the TDH voucher be available on-line in the near future?

Answer: No, the department may address this at another date, but it will not happen anytime in the near future.